



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

July 18, 2012

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Pro Tem Mike Chalk, Councilors Jeff Eddins, Terry Gleason, Dustin Tripp.

ABSENT: Mayor Russell Killen and Councilor James Roberson.

Staff Members Present: David York, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Town Clerk/HR Director; Chris Hills, Planning Director; Fred Boone, Town Engineer; Jimmy Overton, Finance Director; Tony Lashley, Police Captain; Tina Cheek, Parks and Recreation Director; Jeff Triezenberg, Senior Planner; Keith Archambault, IT Administrator.

Meeting called to order by Mayor Pro Tem Chalk at 7:00 p.m.

WELCOME

Welcome by Mayor Pro Tem Chalk.

INVOCATION

Invocation given by Mayor Pro Tem Chalk.

ITEM I. ADOPTION OF AGENDA

...Motion by Councilor Eddins to adopt the agenda. Motion seconded by Councilor Gleason and carried unanimously.

ITEM II. APPROVAL OF MINUTES

April 2, 2012
April 18, 2012
May 7, 2012

May 16, 2012

...Motion by Councilor Gleason to approve the minutes of April 2, 2012; April 18, 2012; May 7, 2012; and May 16, 2012. Motion seconded by Councilor Eddins and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS

Public Safety Fire Division Anniversary Proclamation

Mayor Pro Tem Chalk proclaimed the month of July, 2012 as the 10th anniversary celebration of the Public Safety Fire Division in the Town of Knightdale.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. Before speaking, please state your name and address.

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

Mayor Pro Tem Chalk reported a concern regarding the proximity of the ditch to the asphalt on the road at 308 S. Smithfield Road where Ridge Road intersects and directed the Town Engineer to seek NCDOT's assistance in addressing.

ITEM V. CONSENT AGENDA

Advocates for Health in Action Letter of Support

Approve letter supporting the Advocates for Health in Action grant application.

...Motion by Councilor Eddins to adopt the consent agenda. Motion seconded by Councilor Tripp and carried unanimously.

ITEM VI. ACTIONS REQUIRING PUBLIC HEARINGS

If you anticipate speaking during a public hearing at tonight's meeting, print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.

None at this time.

ITEM VII. SET PUBLIC HEARINGS

ZTA-4-12 Non-Server Based Video Games
RES #12-07-18-001

Jeff Triezenberg, Senior Planner, presented a petition received from William McGee for a zoning text amendment regarding the presence of phone card machines at The Sports Page. Mr. Triezenberg and Planning Director Chris Hills answered questions from Council and suggested that a public hearing be set for August 6, 2012 if Council decides it is in the Town's best interest to bring this case forward.

...Motion by Councilor Eddins to adopt Resolution #12-07-18-001 setting the date of public hearing for August 6, 2012. Motion seconded by Councilor Gleason and carried unanimously.

ITEM VIII. TOWN ATTORNEY

Nothing at this time.

ITEM IX. OLD BUSINESS

Town Construction Project Updates

Fred Boone, Town Engineer, gave an update on various projects in town including First Avenue Phases I and II, BB&T Right Turn Lane/Pedestrian Crosswalk, Knightdale Park, and the Mingo Creek Greenway Phase II.

ITEM X. NEW BUSINESS

A. Town Park Phase I Financing
RES #12-07-18-002

Jimmy Overton, Finance Director, presented a resolution approving financing for Phase I of the Town Park project.

...Motion by Councilor Tripp to adopt Resolution #12-07-18-002 awarding installment purchase contract to SunTrust Bank. Motion seconded by Councilor Gleason and carried unanimously.

B. First Avenue Phase II Contract
RES #12-07-18-003

Town Engineer Fred Boone presented a resolution authorizing the Town Manager to enter into a contract with JW Grand, Inc. for the First Avenue Phase II project and to approve any change orders up to \$5,000.

...Motion by Councilor Gleason to adopt Resolution #12-07-18-003 authorizing the Town Manager to enter into contract with JW Grand, Inc. upon concurrence of NCDOT and authorize the Town Manager to approve change orders up to the recommended threshold of approval. Motion seconded by Councilor Tripp and carried unanimously.

C. Contract Modification Approval
RES #12-07-18-004

Town Engineer Fred Boone presented a resolution authorizing the Town Manager to approve and execute any contract modifications within pre-established monetary thresholds set at the time of initial Council acceptance. Additionally, Mr. Boone requested that Council establish the following thresholds for two active construction contracts:

| | |
|-------------------------|----------|
| Knightdale Park Phase I | \$10,000 |
| First Avenue Phase I | \$10,000 |

...Motion by Councilor Tripp to adopt Resolution #12-07-18-004 and approve the recommended contract modification thresholds. Motion seconded by Councilor Eddins and carried unanimously.

D. Rutledge Landing Future Phases Utility Connection

Planner Jeff Triezenberg presented a historical timeline, current situation, and future considerations regarding utility connection for future phases of the Rutledge Landing subdivision and asked for Council direction.

Council discussed concerns and Planning Director Chris Hills and Police Captain Tony Lashley answered Council's questions.

Council directed staff to contact the City of Raleigh Public Utilities Division and request that the new phase of Rutledge Landing be connected to public utilities without being annexed into the Town limits or added to the Town's ETJ.

ITEM XI. OTHER BUSINESS

Councilor Eddins commented on the recent Rex Wellness Center Open House and Biggest Loser event.

Councilor Tripp mentioned the new art display in the Town Hall lobby by Kim Proctor.

Councilor Gleason invited everyone to look at the Town's new website.

Mayor Pro Tem Chalk directed staff to include Council's vision statement on the website.

Town Manager Seth Lawless recommended that Council revisit the current vision statement and provide staff with guidance for new departmental plans to be implemented in January 2013.

Mayor Pro Tem Chalk reported receiving compliments on our facilities at the recent baseball and softball tournaments held in Knightdale.

ITEM XII. COMMITTEE REPORTS

A. Planning and Engineering
No report.

B. Finance
No report.

C. Public Safety
Councilor Eddins congratulated Police Chief Jason Godwin for his acceptance in the FBI National Academy and reported that Captains Lawrence Capps and Tony Lashley will be leading the department until Chief Godwin returns.

D. Nominating
No report.

E. Liaison Reports
No report.

ITEM XIII. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS


None at this time.

ITEM XIV. ADJOURNMENT

...Motion by Councilor Eddins to adjourn at 8:10 p.m. Motion seconded by Councilor Gleason and carried unanimously.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts